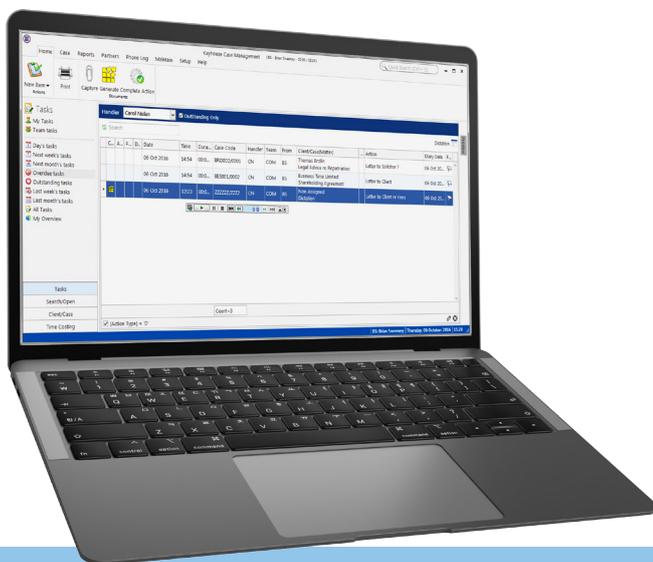


The **simple** way to simplify everything.

Keyhouse Digital Dictation puts an end to the cost and hassle of working with old technology, eliminating all the time and money going to waste on archaic, inefficient, recording and handheld dictation devices that need to be physically passed to a secretary. It can be tailored to the needs of your firm or department and is very easy to use in the office, at home, when travelling – wherever in the world you are.

Our system simplifies the dictation process by integrating Keyhouse Case Management with Digital Dictation. Just select your case in Keyhouse and begin dictating. The system will immediately send the dictated file to the case and your secretary.

It's smart, simple and easy to use.



Key Features and Benefits

- Greater productivity through faster document turnaround – when you finish dictating it is sent instantly to your secretary
- The dictation is digital, so you can easily edit and insert
- Specific dictation jobs can be prioritised so they appear at the top of the queue
- An on-screen ‘work in progress’ facility helps keep track of all dictations
- Reports show you what work has been completed and what’s still outstanding
- Jobs can be moved between secretaries if required
- High quality digital audio ensures greater clarity which leads to increased accuracy and higher secretarial productivity
- Dictation can be recorded remotely and sent to the office instantly
- Integrates with other Keyhouse modules, such as Keyhouse Document and Case Management, enabling dictations to be linked directly to files and eliminating the need for dictating case references which further improves productivity

Keyhouse Digital Dictation compliments the way you work. With very little training it can be up and running in a couple of hours. It's a fully featured digital dictation system and will immediately improve productivity in your firm.